



Town of Groton - Public Works

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Public Works
Administration
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Meeting Minutes

Permanent School Building Committee

Chairman Rick DeMatto, Vice-Chairman W. Gordon Lange, Robert J. Austin-LaFrance, Richard Monteiro, Robert Morrison, David Russell, and John Webster.

Thursday, November 15, 2007

7:00 PM

Town Hall Annex - Community Room 1

1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, Gordon Lange, Richard Monteiro and David Russell

Members Absent: Robert Morrison and John Webster

Staff: Rick Norris - Project Manager - School Construction, Wes Greenleaf, Director of School Buildings and Grounds and Colleen Quattromani, Recorder.

The meeting was called to order at 7:00 PM.

2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS

None.

3. APPROVAL OF MINUTES

a) November 1, 2007

A motion was made by Mr. Monteiro and seconded by Mr. Russell to approve the PSBC meeting minutes of November 1, 2007 as written. The motion passed with one abstention by Chairman DeMatto.

4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

(a) PSBC Members

None.

(b) School Building highlights (Project Team)

1. Budget

Mr. Norris reviewed the Public Works report in his discussion on the project budget. The report contained a new table which was added to account for the supplemental appropriation to the Catherine Kolnaski School project. The project contingencies and expenditures were discussed. As reported at the last meeting of the PSBC the State Bonding referendum has passed and the Town is waiting for its reimbursement check.

2. Project Completion

In discussions on the project completion schedule the PSBC was told that the first walk thru at Northeast Academy with the Building Inspector and the Fire Marshall for the TCO (temporary certificate of occupancy) in areas 2 and 3, and the Media Center takes place tomorrow. The TCO would allow the teachers to begin moving in. The Playscape is due for installation in a few weeks. Public Works will be completing the sitework for the Playscape. Punchlist items are ongoing. At the Catherine Kolnaski School the punchlist for the Media Center and lower level are complete. Furniture for the Media Center has been delivered. The Team continues to work on obtaining the "green sheets" which are needed for the permanent certificate of occupancy.

(c) Northeast Academy and Catherine Kolnaski Elementary Schools

1. Department of Public Works staff

The review of the TS&E bids has been completed. The Board of Education is working with JCJ and the technology consultant to prioritize needs so that the Project Team can prepare orders that remain within budget. Mr. Norris is reviewing the package to ensure that the entire speech amplification system is included.

2. JCJ Architecture

No report.

3. Gilbane Building Company

Mr. Norris reviewed the CM report (attached) for the elementary schools. At Northeast Academy the floor tiles in the entry hall and the along the Gymnasium need to be completed. Construction crews are working on installing minor equipment such as the stage lighting and curtains. The elevator needs to have the phone hookup before it is certified. System tests are being conducted on items like the fire alarm. At the Catherine Kolnaski School some sitework remains near the southwest corner of area 4. Work remains to be done on the curtainwall in the Cafetorium and the main entry. The kitchen equipment needs to be installed.

Also at Northeast Academy the water fountain issue is resolved.

4. Board of Education staff

Mr. Greenleaf told the PSBC that his staff is in training to operate all the new equipment and systems, including the boilers, fuel system and roof top HVAC units, in the new elementary schools. There was a discussion on the "Smart Boards", a new interactive teaching tool, being installed at the two elementary schools.

(d) Fitch High School

1. Department of Public Works staff

Mr. Norris spoke with the PSBC about a ramp that will connect the new and old buildings in the Fitch Addition project. The ramp will need to be completed next summer.

2. JCJ Architecture

No report.

3. Gilbane Building Company

Mr. Norris presented Gilbane's CM report for Fitch High School. Furniture for the high school will be received in January. Gilbane is working with the Planning Department to identify items to be completed to obtain the TCO (temporary certificate of occupancy). Sitework continues with some temporary asphalt being used for connections with the concrete sidewalks. Gilbane has put Cherry Hill, the Glass and Glazing contractor, on selected overtime for the window installation. The east side windows are complete and installation on the northside ribbon windows begin this week. Other areas of construction are being reviewed for possible overtime to finish enclosing the building. The first boiler has been started up and an inspection will be scheduled to allow its continued operation. URS is completing paperwork to begin abatement work next spring. Evaluation of the compatibility of the existing systems with the new systems continues.

4. Board of Education staff

Mr. Greenleaf told the PSBC that the BOE has been asked to justify their 8 year enrollment predictions for the high school as part of the pre-audit the State is conducting on the Fitch Addition and Renovation project. Mr. Greenleaf is working with JCJ on selecting a desk for the entry on "Main Street".

5. RECEIPT OF SUBCOMMITTEE REPORTS

(a) School Building Phase II Committee report

Vice-chairman Lange reported for the School Building Phase II Committee. The PSBC was told that there has been some consensus among the Phase II Committee to hire an architect and concentrate on the need for two middle schools. At this time the Phase II Committee has not made

a decision as to whether they will renovate the existing middle schools or build new.

(b) School Opening Celebration

No meeting was held in November. Chairman DeMatto and Dr. Mitchell will make a recommendation for the main speaker for the opening celebrations at Northeast Academy and Catherine Kolnaski Elementary Schools.

6. UNFINISHED BUSINESS

1. Dedication Plaque

The PSBC discussed the dedication plaque for the School Building Projects at length. After the discussion, Vice-chairman Lange made a motion that the plaque for Northeast Academy Elementary, Catherine Kolnaski Elementary and the Fitch High School Addition and Renovation projects be cast in bronze with the names and positions from the time of the April 2004 referendum as listed;

the Mayor - Harry A. Watson

the Town Manager - Mark R. Oefinger

the PSBC Chairperson - Enrico A. DeMatto

the Board of Education Chairperson - Elizabeth B. Gianacoplos

the Superintendent of School - Dr. James E. Mitchell

the Director of Public Works - Gary J. Schneider

the Project Manager - School Construction - Rick J. Norris

the Director of School Buildings and Grounds - C. Wesley Greenleaf

the Architect - JCJ Architecture

the Construction Manager - Gilbane Building Company

the motion was seconded by Mr. Monteiro and passed unanimously.

7. OTHER BUSINESS

The next meeting of the PSBC is the regular meeting of December 6, 2007.

8. ADJOURNMENT

The meeting adjourned at 8:35 PM.